

AGENDA
NORTHERN CALIFORNIA CAL-Card USER GROUP MEETING
Department of General Services
Ziggurat Building
707 3rd Street, Auditorium, 1st Floor
West Sacramento, CA 95605

September 15, 2005
1:30 to 3:30 p.m.

1. Welcome, introductions and announcements:
 - a. Review handouts
 - AB 828
 - New Budget Letter: Late payment interest penalty rate.
 - Contact Information: State and U.S. Bank
 - Two new U.S. Bank Contact Handouts:
 - Who To Call At U.S. Bank
 - CAL-Card Quick Reference Guide
 - Training Schedules:
 - CAL-Card Program and Accounting Workshop
 - C.A.R.E. Computer Lab
 - Updated C.A.R.E. Web Based Training Password
 - CAL-Card Web page updated, <http://www.pd.dgs.ca.gov/calcard>
2. NEW! CAL-Card training tools:
 - a. Companion PowerPoint presentations for the Agency Program Coordinator, Approving Official, Cardholder and Billing Office guides.
 - b. Presentations are available at <http://www.pd.dgs.ca.gov/calcard>.
3. U.S. Bank: Susan Kisse, Updates
 - a. June conference success
 - b. Disputes: Letter resolution codes and definitions
 - c. 1% fee for foreign transactions discontinued
 - d. Surcharges/phone order fees: per CAL-Card/Visa Regulations
 - e. CAL-Card contract and excluded SIC codes: Court fees/Court Call fees
4. Questions and Answers
 - a. Agency Program Coordinators and Billing Office contacts, do you know what is on your F110 report?
 - b. How are agencies tracking recycled product spends?
5. Agenda topics and suggestions for the next meeting?
 - a. Email your ideas to: Roberta.Hinchman@dgs.ca.gov.

NOTE: There will be no CAL-Card User Group Meeting in December 2005.

Registration is now required for CAL-Card Program/Accounting Workshops and User Group Meetings.

Program/Accounting Workshop, User Group Meeting and C.A.R.E. Schedules/Registration forms are available at: www.pd.dgs.ca.gov/calcard.